

IDAHO HVAC BOARD MEETING

Tuesday – August 8, 2006 – 9:00 A.M.

**Division of Building Safety
Board Conference Room
1090 E Watertower Street
Meridian, ID 83642**

***DRAFT MINUTES OF THE AUGUST 8, 2006 MEETING**

NOTE: The following report is not intended to be a verbatim transcript of the discussions at the meeting, but is intended to record the significant features of those discussions.

The meeting was called to order by Chairman Patrick R. Minegar at 9:00 a.m. on Tuesday, August 8, 2006.

Board Members Present:

Patrick R. Minegar, A-1 Heating and Cooling, Boise, Chairman
Dan Brizee, Brizee Heating & A/C, Twin Falls
Steve Brown, Valley County Building Dept., Cascade
Jim Byrer, Clearwater Propane Co., Lewiston
Tom Daniels, Valley Co-Ops, Inc., Jerome

Board Members Absent:

DBS Staff Members:

John A. McAllister, Administrator, DBS
Marsi Woody, Deputy Administrator, DBS
Steve Keys, Deputy Administrator, DBS
Roger Gabel, Deputy Attorney General
Al Caine, Licensing Program Supervisor, DBS
Linda Hyde, Administrative Assistant, DBS

CHANGES TO AGENDA:

- Dan Brizee requested the addition of the ‘Store/retail sales of *Hearth* products or other related items that should be inspected for self-installation’.
- Al Caine requested the addition of the ‘curriculum that Lewis Corporation submitted for review’.

MEETING MINUTES MOTION: Dan Brizee made a motion to accept the Meeting Minutes of June 27, 2006, with any additions or corrections that the Board may have. Jim Byrer seconded, all ayes, Minutes approved.

♦ Apprentices: One Year vs. Three Months

Al Caine stated that the current Administrative Rule requires that all HVAC Apprentices maintain enrollment in school. DBS’ current process is to compare each school year’s roster to the registered apprentices in the database. Those who are not on the roster receive a letter with a deadline to enroll after which their HVAC registration will no longer be valid if they don’t comply. A discussion followed regarding possible solutions because of the large number of apprentices in this group.

Possible solutions:

- 1) 1 year grace period
- 2) 3 month grace period
- 3) Casual help permit

ACTION: Chairman Minegar asked the Bureau to produce language for this topic that all three Boards could review. Jerry Peterson suggested looking at what other states/jurisdictions do with the possibility of modeling a program after them.

◆ **Exam Summary**

Al Caine explained that the pass rate for HVAC Journeyman is 35%. Out of 74 tests administered, 26 passed. This could be due to the unsuccessful individuals being from out of state or from missing the Grandfathering period. In regard to the Contractor exam, 50 out of 57 people passed.

◆ **Individual Employers Curricula**

Mr. Myler submitted his curricula to the Division for review. It appeared to cover all of the requirements as approved by this Board. Burton Waite offered to review and approve this program; however, he needs to have further input from the Board. Chairman Minegar stated that he would like a letter go to Mr. Myler stating the reasons why this Board's hands are tied.

Steve Keys suggested that the Board approve Mr. Myler's program as a pilot for one year on a provisional basis. The agency could provide the oversight for this one program which could be used as a model to gather data on what improvements could be made. A discussion ensued where opposition to this idea was expressed.

ACTION: Chairman Minegar would like the Division of Building Safety to come up with criteria/guidelines that would have to be followed if any other programs are brought forth in the future.

◆ **LP Gas Specialty License Curriculum**

Suzanne Schaefer and Baron Glassgow represent the Rocky Mountain Propane Association. They have had discussions with individuals from the Hearth industry and have done some exploratory work with their national training associates. As soon as their curriculum is ready, they will present it to the Board. ITS (Industrial Training Services) has developed both a training and certification process for the certified training program that the National Propane Gas Association (NPGA) uses. NPGA will fully fund development of a curriculum that they will provide to the Board.

ACTION: Chairman Minegar suggested bringing a small group from the Propane Board together, along with some from the industry, to work on a Memo of Understanding. He also recommended the HVAC industry submit a letter outlining concerns to this Board, which in turn would be given to the Propane Board for discussion.

◆ **LP Gas Regulators**

Steve Brown provided pictures of regulators being installed too close to ignition sources. This is a life safety issue which is common around the State of Idaho. Discussion ensued regarding the possibility of the inspections being done by the State Mechanical Inspectors or local jurisdictions.

ACTION: Chairman Minegar asked that this issue be added to the letter going to the Propane Board.

◆ **HVAC Association Recommend Code Changes**

Dan Brizee requested the addition of this topic to the agenda. He stated that the new 2006 codes will be out soon. He then initiated a discussion on the necessity for the ability to make changes to Code.

◆ **Hearth Discussion**

Dan Brizee expressed his concerns regarding retail sales of hearth products such as wooden pellet stoves. There should be a mechanism in place to permit those sales of appliances so that there is a trail for inspection.

◆ **Financial Report**

Marsi Woody presented the Financial Report. The next Board meeting will include the first quarterly report. A concern was expressed about various city/county entities within Idaho doing their own permitting and inspections as they have become a source of revenue. This will affect the Division of Building Safety.

No Executive Session was called for.

Meeting was adjourned at 12:10pm.

STEVE KEYS
DEPUTY ADMINISTRATOR, OPERATIONS

DATE

JOHN A. MCALLISTER
ADMINISTRATOR, DIVISION OF BUILDING SAFETY

DATE

PATRICK R. MINEGAR
CHAIRMAN, HVAC BOARD

DATE

*** These DRAFT minutes are subject to possible correction and final approval by the State of Idaho HVAC Board.**